

ATTACHMENT 5 - ON SITE REPRESENTATIVE BASELINE

1.0 INTRODUCTION

1.1 The baseline requirements are in accordance with Special Provision 5352.245-9004 of the C-17 Flexible Sustainment contract F33657-02-R-0025 and follow on flexible sustainment contracts. This baseline applies to any Boeing personnel executing the flexible sustainment contract in the role of permanent on-site representative. The requirements identified in this attachment (workspace, base services, equipment, and supplies including communication services) must be available prior to the start of contractor effort or as designated by the Air Force.

1.2 The intent of the baseline requirements is to develop a generic; all-inclusive listing that will be tailored for existing and follow-on base requirements. Any special requirements or changes to this baseline must be mutually agreed to and documented in a memorandum of agreement (MOU) between Boeing, C-17 System Program Office (SPO), and on-site command authority. The generic baseline applies to Boeing on-site representatives at existing bases (Charleston AFB, Altus AFB, McChord AFB, Wright Patterson AFB, Scott AFB, Yokota AFB, Ramstein AFB, Rhein Mein AFB, Scott AFB, DLA Richmond, and Robins AFB), new bases (Jackson ANG, McGuire AFB, March ARB, Hickam AFB, Travis AFB, Elmendorf AFB, and Dover AFB), and any location mutually deemed required [example: Forward deployment to enroute locations, or Maintenance Recoveries, etc.].

2.0 PROJECT CONTACTS

2.1 The following support requirements have been agreed upon by Headquarters Air Mobility Command (HQ AMC), C-17 System Program Office (ASC/YC), Training System Product Group (ASC/YW), C-17 System Support Manager (WR-ALC/LH), and the F117 Propulsion DSO (ASC/LP).

2.2 As the lead command, HQ AMC approves and coordinates the baseline requirements and MOUs for other user commands and headquarters that include Headquarters Air Education and Training Command (AETC), Headquarters Air Force Reserve Command, Headquarters Pacific Air Force Command (PACAF), Headquarters Air National Guard (ANG), and Headquarters United States Air Force Europe (USAFE).

3.0 CONTRACTOR/BASE SUPPORT REQUIREMENTS

3.1 FACILITIES (All Onsite Locations Unless Noted)

3.1.1 General Criteria. Support provided to contractor occupied facilities will be at a level consistent with other base facilities.

3.1.1.1 The host will collocate the contractors with their respective government counterparts when feasible. The host will provide minimum office space of 85 square feet per person, or as mutually agreed to by the Boeing base manager or the senior supply support representative, with the Air Force. This square footage will cover work areas required for the storage of technical data and drawings required by the technical representatives and engineers to perform daily work requirements. Adequate space will be provided for a secured contractor network equipment room compliant with industry standards. The contractor will maintain housekeeping in utilized areas or establish a mutual agreement to share contracted housekeeping cost with the host if required. These areas will be utilized consistent with the operational requirements for the respective sites, which can include up to 24 hours per day, 7 days per week coverage.

3.1.1.2 The designated facility will be inspected by local base fire, safety, and environmental health inspections prior to beneficial occupancy by the contractor. This will be accomplished in accordance with appropriate base regulations and given the same priority as other projects on base. The facility should have the capability to provide heating to maintain a temperature of 70 degrees Fahrenheit (dry bulb). Air conditioning will maintain a temperature

of 78 degrees Fahrenheit (dry bulb). At bases where commercial air conditioners are normally not part of the base facilities, the host will provide appropriate ventilation capabilities consistent with local base standards to help maintain adequate cooling for human comfort. Where required the contractor network equipment room will be provided heating ventilation and air conditioning (HVAC) consistent with industry standards. Lighting will be provided in accordance with engineering design standards. All contractor occupied facilities will have the capability to be secured. All noted discrepancies will be cleared prior to the beneficial occupancy date. The government will provide all maintenance, repair, and approved modifications to government owned and operated facilities, and utilities occupied by the contractor. Unique modifications to base facilities to accommodate contractor work efforts will be separately negotiated by the contracting officer (CO).

3.1.1.3 The facility will have a fire detection system and manual alarm capability. An operable fire extinguishing system is required. The system must provide coverage for the interior of the facility. Portable fire extinguishers will be provided, and the system will meet Air Force requirements.

3.1.1.4 A drinking fountain and associated plumbing will be available. Latrine area should consist of men and women's latrines with a door, sink, mirror, heater, and lighting with independent light switch in the women's latrine.

3.1.1.5 Host will provide access to break area to include a refrigerator, microwave oven, and coffee pots, if available, per base safety and smoking regulations.

3.1.1.6 Contractor occupied spaces will require 115 VAC, 50/60 Hz (excluding any nonUS locations where this is not standard) and network/data wiring consistent with industry standards to support computers, printers, fax machine, and telephones.

3.1.1.7 As required the contractors at all sites will be provided access to the government local area network (LAN) with identifications and passwords necessary to gain access to systems and databases listed in the H-014 clause, and AMC/ASC Fleet web portals, or other systems mutually agreed upon, that provide C-17 management information.

3.1.2 Field Engineering and Technical Support Offices. These facilities should be located in close proximity to the C-17 flightline when feasible, the contractor's avionics engineers and subs should be colocated at locations that have avionics back shop and/or C-17 Automatic Test Equipment (CATES).

3.1.3 Base Supply Area. The contractor supply representatives will be located in mutually acceptable locations and will act as the liaison between the Government supply operator, contractor, and its subcontractors.

3.1.4 Module Replacement Center (MRC)/Engine Test Cell/Engine Handling Support Equipment Areas. The host will provide support as described in this document for the MRC, Engine Test Cell facilities, and Engine Handling Support Equipment maintenance areas. Specific requirements identified in the base support agreements shall take precedence over similar requirements in this document (reference Attachment 10)

3.1.5 Program Integration Office (PIO). At locations where the contractor performs duties in the PIO, the contractor will be integrated into the PIO team, performing duties on behalf of the government in the PIO and act as a liaison between the government and contractor on issues regarding the activation of their respective site. The government will provide all administrative supplies, computers, telephones, other items, and support required to perform these duties.

3.1.6 Forward deployment to enroute locations. The host will provide support as described in this document for the contractors assigned to enroute locations as requested by the government.

3.1.7 Supply Support Representatives. The supply support representatives at Scott AFB, DLA Richmond, Robins AFB, and Hickam AFB will be located in mutually acceptable locations, and will act as the liaison between the government supply representatives, contractor, and its subcontractors. The supply support representative will be provided access to the government LAN with identifications and passwords necessary to gain access to systems and databases listed in the H-14 clause.

3.2 Base Services (All Onsite Locations Unless Noted).

3.2.1 The host will provide for joint use of base field and avionics maintenance shops on a non-interference basis.

3.2.2 The host will provide training assistance on joint use facility and equipment during normal duty hours subject to the availability of qualified personnel on a non-interference basis. The host will also provide base specific and or unique training to the contractor personnel including: explosive safety training, supply training, newcomer safety education, driver training, fire extinguisher training, and flightline drivers' training. The host will provide new arrival orientation packages to contractor base manager prior to arrival of contractor personnel.

3.2.3 The host will provide precision measurement equipment laboratory (PMEL) support for both contractor and government furnished equipment when the required support is within the capability of the PMEL facility on a noninterference basis. The contractor will reimburse the government if contractor equipment is calibrated in the PMEL facility.

3.2.4 The host will provide a primary facility manager for any facility jointly used by the contractor and the Air Force. This facility manager will function as a liaison between the contractor and base civil engineering. The contractor shall provide a facilities manager for facilities primarily used and controlled by the contractor.

3.2.5 The host will ensure that base officials coordinate with the senior contractor representative and ASC/YC prior to releasing any information to the public about contractor operations or personnel.

3.2.6 The host will provide standard fire services and ground safety support consistent with that provided to Air Force units for contractor-manned facilities and equipment.

3.2.7 The host shall ensure that contractor personnel are not subject to evaluation nor required to actively participate in exercise scenarios during base security, disaster preparedness, or other local exercises. Under base exercise conditions the host will make every effort to establish procedures to allow contractor personnel to and from their specified work areas and facilities, to include access to appropriate aircraft.

3.2.8 The host will provide restricted area badges to meet security clearance requirements for access to the flightline. Provisions to allow contractor access to applicable flightline areas with the use of a contractor-owned or privately-owned vehicle, if allowable at location shall be provided, as necessary, to accomplish specified tasks. The host will provide DoD decals upon proper registration for contractor privately-owned vehicles to allow readily available access to the base and respective work areas. If site is restrictive on special use decals or base passes, a number of decals must be mutual agreed to within the site MOU. Where required, the host will provide supply support representatives with computer access cards for access to the government LAN.

3.2.9 In an emergency the host will provide on-base emergency, ambulance, and medical services to contractor personnel that will be reimbursable by the contractor or will allow access to community services if base services are not available.

3.2.10 The Air Force will provide forms and publications required for conducting official government business. The contractor will be provided access to items that are maintained on-line in an electronic format. If the contractor maintains a paper technical order (TO) library, the contractor will be responsible for posting technical order changes

and maintaining the technical order library in accordance with TO 00-5-2. If C-17 technical orders are not available, then the contractor will have access to the hosts TO library.

3.2.11 The contractor personnel are accorded a GS-12 grade equivalent for deployment purposes and limited use of base facilities. Contractor personnel will be authorized use of Morale, Welfare, and Recreation facilities on an as-available noninterference basis. Contractor's access to services such as the base gym, officers club, golf course, and Adventures Unlimited will be the same as active duty personnel (including lunchtime hours access). Additionally, where available, night shift personnel will be allowed to obtain meals at the base dining facility.

3.2.12 The contractor using local base procedures will process hazardous materials.

3.2.13 The host will support the loading and maintaining of Government programs/software loaded on contractor computers at Scott AFB, DLA Richmond, Robins AFB, and Hickam AFB. The host will not be held responsible for correcting contractor computer software if the government program/software conflicts with the contractor software.

3.3 Communications (All Onsite Locations Unless Noted).

3.3.1 Facilities provided to the contractor shall include industry standard wiring (copper/fiber) that can be connected to contractor provided equipment at each end; for all network, data, telephone requirement the contract needs. The government and contractor network will be maintained separate. The contractor will be provided adequate space and secured access, in communications closets to support contractor's equipment. The contractor will be provided adequate space, to include a Boeing server in a mutually agreed upon communications room. This room will be maintained to industry standards (electricity, space, HVAC). After initial occupancy if the government requests the contractor to move, the government will be responsible for any expenses involved with the move. The host will provide permission for the local commercial phone company to deliver commercial phone lines to the contractor occupied offices to include access to copper or fiber wiring in contractor occupied facilities and between buildings. Contractor requested changes to existing facilities that will require installation of internal facility wiring shall be done at contractor's expense.

3.3.2 The host will provide and install communications lines to access government LAN with identifications and passwords necessary to gain access to systems and databases listed in the H-14 clause. The host will provide management of any Government information systems equipment located within the contractor facilities. The contractor will be responsible for acquiring computer terminals to access these systems.

3.3.3 The host will provide reasonable access to Class A and C phone lines to contractor offices for the purposes of conducting official government business. Each base will provide at least one Class A line which will be located in each contractor office area. The host will provide both Class A and C telephone lines for supply support representatives at Scott AFB, DLA Richmond, Robins AFB, and Hickam AFB. Long distance access will be through contractor calling cards and/or approved government access numbers.

3.3.4. The government will provide all automated data processing equipment (ADPE) or government furnished equipment (GFE), resources required for the contractor to perform duties in the PIO office, including computers, printers, facsimiles, telephone, network access, accounts, software, supplies, and support. The government will allow the contractor to utilize the government network to connect to the contractors network to perform duties under the contract.

3.4 Equipment and Supplies. The host will provide the following items for contractor employees the items listed below. Securable storage cabinets for engineering equipment will be provided with a minimum capacity of 200 cubic feet for MOB and 100 cubic feet for all other bases. All other investment and expense material shall be the responsibility of the contractor.

ITEM/NOMENCLATURE	QTY
Desk	1
Chair, Desk	1
File Cabinet	2
Bookcase	See note
Working Table	1 per two representatives
Chair, Table	2 per table
Trash Can	1

NOTE: If a site cannot meet the baseline above, the requirement must be mutual agreed to within a site MOU.

3.4.1 The host will provide access to copying machines, fax machines, and printers to the PIO representatives, and supply support representatives at Scott AFB, DLA Richmond, Robins AFB, and Hickam AFB. The host will provide all administrative supplies required to perform tasks for the above ADPE.

3.5 Storage Space (All Onsite Locations Unless Noted).

3.5.1 The storage space shall be a minimum of 3200 square feet for hub bases such as Charleston AFB and McChord AFB, and 2800 square feet for other C-17 bases (includes office space). The layout should accommodate storage, packaging, crating, shipping and receiving functions. The storage facilities shall provide forklift access for pickup and delivery of materials and equipment to and from freight forwarders and provide space for staging material handling equipment (forklifts, utility vehicle, flatbeds, etc.) when feasible.

3.5.2 The host will allow contractor use of government equipment on a noninterference basis (such as forklifts).


3.5.3 Each base will coordinate with the contractor to accommodate any future space requirements based on changes in contract scope.

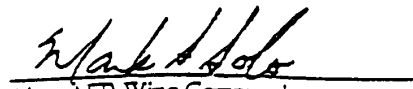
3.5.4 The storage facility shall provide adequate lighting for warehouse operations.


3.5.5 The storage facility shall provide adequate electrical capacity to operate industrial-type tools (110 volts).

3.5.6 The storage facility shall be secured and provide "restricted access."

4.0 CONCLUSION. This baseline provides an adequate statement of discussions and coordination of those support requirements and responsibilities for each base. The above support requirements and responsibilities will cover those functions necessary for the contractor to execute technical, engineering, and contractor field team representative and engine duties during the designated time frame. Any variation from the baseline will require an MOA for the site and must be signed by the responsible agencies described in section 1.2.

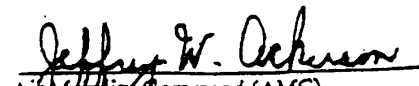

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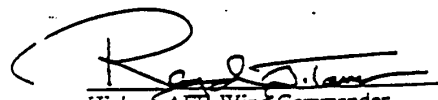

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